



## KNIGHTDALE TOWN COUNCIL MINUTES

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950 Steeple Square Court, Knightdale, North Carolina 27545

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**February 1, 2016**

The Knightdale Town Council met at 7:00 p.m. at Knightdale Town Hall, 950 Steeple Square Court, Knightdale, North Carolina.

**PRESENT:** Mayor James Roberson, Mayor Pro Tem Mike Chalk, Councilors Pete Mangum, Mark Swan, Dustin Tripp, and Randy Young.

**ABSENT:** None.

**Staff Members Present:** Clyde Holt, Town Attorney; Suzanne Yeatts, Administrative Services Director; Whitney Ledford, Town Clerk; Keith Archambault, IT Administrator; Brian Bowman, Communications Director; Jason Brown, Senior Planner; Lawrence Capps, Police Chief; Tina Cheek, Parks, Recreation, and Cultural Programs Director; Steven Bailey, Police Lieutenant; Thomas Cagle, Police Officer; Ginger Keel, Police Lieutenant; Tracy Solomon, Police Captain; Greg Whitley, Police Sergeant; Kevin Jorgenson, Police Officer; Daniel Mabe, Police Officer; Justin Guthrie, Police Lieutenant; Anya Blackley, Fire Captain; Jason Pope, Firefighter; Neil Brantley, Fire Captain; Reed Alexander, Operations Supervisor; Steven Blair, Crew Leader; Larry Johnson, Crew Leader; Darren Lloyd, Maintenance Worker II; John Stover, Maintenance Worker II; Miguel Arredondo, Maintenance Worker II; Brandon Holmquist, Maintenance Worker II; Jason Eubanks, Grounds Maintenance Supervisor.

Meeting called to order by Mayor Roberson at 7:00 p.m.

### WELCOME

Welcome by Mayor Roberson.

### INVOCATION

Invocation by Mayor Pro Tem Chalk.

- ITEM I. ADOPTION OF AGENDA  
**...Motion by Councilor Swan to adopt the agenda. Motion seconded by Councilor Mangum and carried unanimously.**
- ITEM II. APPROVAL OF MINUTES  
**...Motion by Councilor Tripp to approve the minutes from January 20, 2016. Motion seconded by Councilor Mangum and carried unanimously.**
- ITEM III. PRESENTATIONS, RECOGNITIONS, AWARDS
- A. Introduction of New Employees  
Administrative Services Director Suzanne Yeatts introduced two new Public Works employees: Miguel Arredondo and Darren Lloyd.
- B. Inclement Weather Employee Recognition  
Mayor James Roberson recognized the following Town employees and volunteers for their brave work during the recent inclement weather.
- |                 |                         |                      |
|-----------------|-------------------------|----------------------|
| <u>Police:</u>  | <u>Fire:</u>            | <u>Public Works:</u> |
| Greg Whitley    | Anya Blackley           | Reed Alexander       |
| Kevin Jorgenson | Mark Guy                | Steven Blair         |
| Daniel Mabe     | Jason Pope              | Larry Johnson        |
| Matt Maynard    | Neil Brantley           | Darren Lloyd         |
| Justin Guthrie  | Ronnie Privette         | John Stover          |
| Travis Price    | Jeff Bouchelle          | Miguel Arredondo     |
| Patricia Moore  |                         | Brandon Holmquist    |
| Doug Crough     | <u>Fire Volunteers:</u> | John Luersen         |
| Mike Gray       | Patrick Doherty         | John Wainright       |
|                 | Evan Guinn              | Jason Eubanks        |
|                 | Aaron Little            |                      |
|                 | John Martin             |                      |
|                 | Seth Taylor             |                      |
- C. Recognition of Officer of the Year  
Police Chief Lawrence Capps explained how the Officer of the Year award is chosen and recognized Thomas Cagle as the 2015 Officer of the Year by presenting him with a plaque.
- D. Retirement of Police K9 Dog  
Police Chief Lawrence Capps presented Finni, one of Knightdale's K9 police dogs, who has recently been diagnosed with a degenerative spinal disease. Chief Capps recognized Finni for her service to the Knightdale Police Department by presenting her handler, Officer Kevin Jorgenson, with a plaque.

E. Safe Routes to School Discussion

Active Routes to School Regional Coordinator for Region 5, Jennifer Delcourt presented Council with a brief overview of the program and shared how the Safe Routes to School (SRTS) activities are progressing within Knightdale. This includes the pilot program at Hodge Road Elementary School and efforts to organize a SRTS program at Forestville Road Elementary School.

F. Economic Development Updates

Senior Planner Jason Brown gave an update covering several Economic Development projects from 2015, including partnership with Wake County Economic Development and the Site Assessment Program. In addition, Mr. Brown shared strategies, emerging trends, and reviewed commercial developments currently under construction or beginning soon.

ITEM IV. PUBLIC

**Anyone may speak on an issue not included on tonight's agenda. If you anticipate speaking during tonight's meeting, please print your name and address on the form at the entry table. You must speak from the podium to assure accurate record. Before speaking, please state your name and address.**

A. Open to the Public

No one approached.

B. Report on Citizen Inquiries

Nothing at this time.

ITEM V. CONSENT AGENDA

A. Police Grant Application Approval

**Approve the Police Department's application for the listed GHSP and GCC grants.**

B. Sale of Police K9 Dog to Knightdale Officer

**Approve the sale of K9 Finni to Officer Kevin Jorgenson.**

C. Budget Amendment 2016 06

**Adopt Budget Amendment 2016 06.**

D. Fee Schedule Change

**Adopt Fee Schedule Amendment effective July 1, 2015.**

E. Parks and Recreation Grant Application Approval

**Approve the Parks and Recreation Department's application for the WC Human Services Grant.**

**...Motion by Mayor Pro Tem Chalk to approve the Consent Agenda.  
Motion seconded by Councilor Swan and carried unanimously.**



## ITEM VI. LAND USE REVIEW BOARD REPORTS

None at this time.

## ITEM VII. ACTIONS REQUIRING PUBLIC HEARINGS

**If you anticipate speaking during a public hearing at tonight's meeting, please print your name and address on the form at the entry table. You must speak from the podium to assure accurate record of testimony. Large groups are asked to designate a spokesperson. If the Mayor announces that the hearing is a quasi-judicial public hearing, all speakers must be administered an oath by the Town Attorney.**

None at this time.

## ITEM VIII. SET PUBLIC HEARINGS

None at this time.

## ITEM IX. TOWN ATTORNEY

Town Attorney Clyde Holt requested Council enter a closed session at the end of the meeting.

## ITEM X. OLD BUSINESS

None at this time.

## ITEM XI. NEW BUSINESS

None at this time.

## ITEM XII. OTHER BUSINESS

Development Services Director Chris Hills shared an update on the Price-Ingram House located on the Glenmere Subdivision property. It has been investigated by the Capital Area Preservation Group and has been found unfit to be restored or preserved due to its poor condition. Mr. Hills answered questions from Council.

Mr. Hills also updated Council on the Fawn Ridge Stream Project Public Information Meeting which will take place on February 3, 2016 at 6:00 p.m. to discuss the project with citizens and seek to obtain the necessary Temporary Construction Easements for the work to begin. The goal is to move Fawn Ridge Stream back to its original easement so it no longer impacts the existing homes in the area.

## ITEM XIII. COMMITTEE REPORTS

## A. Planning and Engineering

Councilor Tripp informed Council that the next meeting will be held Monday, February 8, 2016 at 6:00 p.m.

## B. Finance

Councilor Mangum explained a budget summary handout in which he, Mayor Pro Tem Chalk, and staff put together to outline the financial wellbeing of the Town through the month of January. This summary is broken down by department and major fund areas. It includes an outline of the Fiscal Year 2016 budget, the year to date money spent, the year to date money encumbered, the available balance, and the major revenue collections for the town at this time. This summary will be provided on a monthly basis.

## C. Public Safety

Councilor Young made note that the next meeting will be held Wednesday, February 17, 2016 at 6:00 p.m.

## D. Nominating

**...Motion by Councilor Young, on behalf of the Nominating Committee, to appoint Christina Brewer, Daija Fowler, Dena Silver, Chris Kennedy, and reappoint Meg Buckingham and Danielle Johnson to the Parks and Recreations Advisory Board; appoint Dena Silver to a three year term; appoint Randy Jones, Benjamin McDonald, and reappoint George Hess and Stephen Morgan to the Land Use Review Board; appoint Donald Joyner and reappoint Billy Wilder and Bernice Dupree to the Old Town Advisory Committee; appoint Carrie Gearing to the Community Policing Advisory Board.**

## E. Liaison Reports

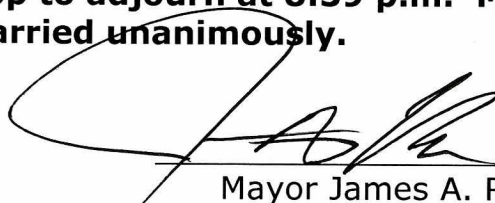
No report.

## ITEM XIV. CLOSED SESSION FOR LEGAL OR PERSONNEL MATTERS

**...Motion by Councilor Swan to enter closed session at 7:37 p.m. to discuss a claim regarding the recent imposition of an overlay zone on the Wilmar golf course and to discuss a personnel matter. Motion seconded by Councilor Young and carried unanimously.**

## ITEM XV. ADJOURNMENT

**...Motion by Councilor Tripp to adjourn at 8:39 p.m. Motion seconded by Councilor Young and carried unanimously.**

  
Town Clerk Whitney A. Ledford  
Mayor James A. Roberson